Protected Health Information Management Tool (PHIMT)
User Roles and Permissions

Each **User** is assigned to one or more organizations. An organization is a logical or physical entity such as a Military Treatment Facility (MTF), a Service or Tricare Management Activity (TMA).

- Within an organization, each user can have one or more roles.
- A user can have the same roles in multiple organizations, or different roles in multiple organizations.
- Roles are inherited down the hierarchy.

A **Role** is a named collection of permissions. Roles allow users with the same permissions to be grouped under a unique name. Examples of roles include: Tool Admin, User Admin, Privacy Specialist, and Regular User.

- A **Tool Administrator** has global access to the application and will be maintained by the HIPAA Support Center. This role allows the user to configure roles, MTFs, and permissions within the application.

- A **User Admin** is a local administrator for an MTF or a designated Service. This role allows one to add/modify users from within their Service and assign roles. The email account administrators from each MTF or Service will handle this role.

- A **Privacy Specialist** is the Privacy Officer or designee at an MTF or Service level. This role allows the user to maintain disclosure reporting, approve/deny disclosure requests, amendments to requests, restrictions to disclosures, disclosure suspensions and generate associated letters.

- A **Regular User** is a general role with basic functionality. This role can create disclosures and authorization requests that can be routed on to a Privacy Specialist.

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	Regular User	Privacy Specialist	User Admin
PATIENT TAB	X	X	
- Summary		X	
- Requests		X	
- Record Disclosure		X	
- Accounting Suspensions		X	
- Disclosure Restrictions		X	
- Authorizations		X	
- Patient Profile	X	X	
- Generate Form		X	
USER TAB	X	X	X
- My Profile	X	X	X
- My Requests	X	X	X
- My Worklist	X	X	X
- Switch Organizations	X	X	X
ADMIN TAB		X	X
- Administrative Summary		X	
- Administrative Statistics		X	
- Organizations		X	X
- Application Users			X
- Queue Users		X	
- Disclosure Imports		X	
- Disclosure Imports History		X	
- User Search			X
- Add User			X
REQUESTS TAB	X	X	
- Create New Request	X	X	
- Search for a Request	X	X	
REQUESTOR TAB	X	X	
- Requestor Summary	X	X	
- Requestor Requests	X	X	
- Requestor Profile	X	X	
- Requestor Search	X	X	